

**Notice Number:** HHS-NIH-SBSS-ETSB-01013-53

**Title:** Biomedical Computing Support Services for Division of Cancer Epidemiology and Genetics (DCEG )

This is a Small Business Sources Sought notice (SS). This is **NOT** a solicitation for proposals, proposal abstracts, or quotations. The purpose of this notice is to obtain information regarding: (1) the availability and capability of qualified small business sources; (2) whether they are small business; HUBZone small businesses; service-disabled, veteran-owned small businesses, 8(a) small businesses; veteran-owned small businesses; woman-owned small businesses; or small disadvantaged businesses; and (3) their size classification relative to the North American Industry Classification System (NAICS) code for the proposed acquisition. Your responses to the information requested will assist the Government in determining the appropriate acquisition method, including whether a set-aside is possible. **An organization that is not considered a small business under the applicable NAICS code should not submit a response to this notice.**

The NAICS code for this project is 541990.

The small business size standard is \$7M.

**Background:**

The Division of Cancer Epidemiology and Genetics (DCEG's) research focuses on discovering genetic and environmental determinants of cancer and identifying new approaches to cancer prevention. This project is for the renewal of contract N02-CP-31003 with Information Management Services, which was awarded on a competitive basis for a five year period with two additional award term years. This Small Business Sources Sought (SBSS) is for information and planning purposes only and shall not be construed as a solicitation or as an obligation on the part of the NCI.

**Purpose:**

The purpose of the support will be to provide routine as well as specialized services for the DCEG's biomedical data management, analytic, and systems and web development needs for ongoing and new molecular epidemiologic and genetic studies of populations. The NCI is seeking capability statements from all eligible small business concerns in performing the tasks/duties herein. Based on the responses received from this SBSS notice, the proposed project may be solicited as a Total Small Business Set-Aside. **THERE IS NO SOLICITATION AVAILABLE AT THIS TIME.** However, should such a requirement materialize, no basis for claims against NCI shall arise as a result of a response to this Small Business Sources Sought notice or the NCI's use of such information as either part of our evaluation process or in developing specifications for any subsequent requirement.

### **Project Requirements:**

The project will require a contractor to manage and coordinate staff in support of varied and simultaneous biomedical related projects of variable population size (hundred to several hundred thousand individuals) and complexity (data from molecular and environmental exposures, complex study designs, and multiple data sources etc). Specifically, the project will provide computing support for its biostatisticians, epidemiologists, geneticists and other DCEG professionals. This computer-related support falls into four main categories:

- (1) Biomedical Data management activities includes several biomedical data management-related tasks, including appropriate manual and automated secure processes to enter, store, and retrieve study data and documentation for environmental and molecular epidemiology and genetics studies;
- (2) Statistical Programming, Analysis, Reporting, and Infrastructure Services includes providing support for programming to streamline analyses, performing environmental and molecular epidemiology and genetics study data analyses as directed by DCEG investigators, developing new statistical methods and study-design development, and for report and manuscript preparation;
- (3) Systems Design, Development, and Maintenance support will be required for study data management, statistical analysis and science administration processes such as budget tracking and;
- (4) Web Design, Development and Maintenance Development support will include the design, development, and maintenance of study websites.

It is anticipated that a level of effort of 929,250 hours over a seven-year period will be required to perform the requirement.

### **Anticipated Period of Performance:**

The anticipated period of performance, inclusive of options, and award term periods for this proposed acquisition is October 1, 2010 – September 30, 2017.

### **Capability Statement/Information Sought:**

Small businesses possessing experience and demonstrated capability to accomplish the aforementioned requirements and level of effort are to supply pertinent information in sufficient detail to demonstrate their ability to successfully perform the required services. Information furnished must not exceed 20 pages (12-point font minimum), included all attachments, resumes, charts, etc.; and should include an outline of previous or similar projects performed. All responses must include an indication of current certified small business status, and clearly

marked on the first page of the capability statement, as well as the eligible small business concern's name, point of contact, address, and DUNS number.

**Information Submission Instructions:**

All capability statements sent in response to this Small Business Sources Sought notice must be submitted electronically (via email) to Kenya C. Crawford, Contract Specialist, at [crawfordke@mail.nih.gov](mailto:crawfordke@mail.nih.gov) in either MS Word, or Adobe Portable Document Format (PDF), by September 25, 2009, 3:00 PM, EST. All responses must be received by the specified due date and time in order to be considered.

**Disclaimer and Important Notes:**

This notice does not obligate the Government to award a contract or otherwise pay for the information provided in response. The Government reserves the right to use information provided by respondents for any purpose deemed necessary and legally appropriate. Any organization responding to this notice should ensure that its response is complete and sufficiently detailed to allow the Government to determine the organization's qualifications to perform the work. Respondents are advised that the Government is under no obligation to acknowledge receipt of the information received or provide feedback to respondents with respect to any information submitted. After a review of the responses received, a pre-solicitation synopsis and solicitation may be published in Federal Business Opportunities. However, responses to this notice will not be considered adequate responses to a solicitation.

**Confidentiality:**

No proprietary, classified, confidential, or sensitive information should be included in your response. The Government reserves the right to use any non-proprietary technical information in any resultant solicitation(s).